

The **Parks and Recreation Board** met Monday, November 19, 2012, 4:30pm, in the Council Chambers. Present at said meeting were Richard Shockley, Karen Springer, Aimee Jacobsen, John MacDonald, Patrick Flannelly and Attorney, Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Brenda Lorenz, Dan Dunten and Cheryl Kolb represented the department. Also present was City Council President Ann Hunt. Absent from the meeting were Council members Gerald Thomas, Gerry Keen and staff member Chris Foley.

Richard convened the Board at 4:34pm.

The first item of the agenda was the approval of the minutes from the October 15, 2012 meeting. Karen motioned to approve the minutes. John seconded the motion, and the motion carried.

**Superintendent** – Joe reported on the following:

- Noted the Council Report was included in the mailing

**Assistant Superintendent** – Pennie reported on the following:

- The City held its ADA Public Hearing last Thursday. We only had public comments from two citizens. Those comments will become part of the City's Transition Plan. We have to prioritize and put a dollar value to the items that need to be corrected. Our next committee meeting is November 29.
- J.R. Kelly is doing the ADA work at the pool.
- Last Friday, members of the Global Fest committee, along with me, went to the Indy International Festival. It was very informative. We got many good ideas. They have a new theme each year; and we received contact information for new food and commercial vendors, cultural booths and entertainment.
- Chris and I attended the NRPA Congress in Anaheim last month. There were many good sessions, out of 208 sessions offered, and we were able to see what is new in the way of playgrounds in the exhibit hall, with 362 exhibitors participating.

**Parks** – Lee reported on the following:

- Trail and Playground Inspections are available
- Winterized all parks including all fountains
- Work continues on running electricity to the new front shelter in Happy Hollow Park
- Work is almost complete with winterizing the pool
- Getting ready for the rink season
- Checking winter equipment

**Recreation Report** – Pennie reported in Chris' absence on the following:

- Grade school basketball starts today for second & third graders
- The final day of the volleyball program for grades 4, 5 & 6 was last Saturday, Oct. 20. Twenty-nine children were enrolled. Annie Dooley coached the volleyball program held at Happy Hollow School.
- We have been working on setting up the new Point-of-Sale purchasing system at the rink. The computer system will link to the City's current network. The new system will replace the outdated cash register.
- If the weather cooperates, the Ice Rink should be open the end of next week, or as soon as the weather gets cold enough. Staff has been hired.

**Morton Center** – Brenda reported on the following:

- WALLA classes ended November 8. Things seemed to go very well. There was a record enrollment of 238 people registered for their fall classes.
- Morton received a very nice thank you note for being the staging location for Purdue's Homecoming parade on October 12. The Homecoming Committee was very appreciative for the use of the lot.
- Morton is hosting the December Board meeting. We look forward to seeing everyone on December 17. Please bring your appetite because we will have many snacks to help celebrate the holiday season.

**Stewardship Manager** – Dan reported on the following:

- Dan reminded everyone last month he reported on some interesting projects that he has been working on with a Purdue class. He noted the class gave him a forty-five minute presentation on their accomplishments. Today he introduced Christine Jach, the professor of the class, and she presented the board with a ten minute, condensed presentation of the upcoming class projects for the Celery Bog Nature Area. Discussion followed.

## **Old Business**

### **Kuchta 2012 Request**

Brenda presented follow-up information regarding Chris Kuchta's rental agreement with Morton Community Center. His request is that his rent not be raised this year. Normally, there would be a 5% increase. He would also like to negotiate the annual rate increase of 5% to 3%. Chris is presently paying \$485.00 per month. A 5% increase would raise the monthly amount to \$505.00 per month, beginning December 1, his anniversary date. Brenda called Charlie Shook for advice on commercial space rentals. Brenda also noted she had previously called McCallister Center to gather rental information. She also called Ferry Street Studios to collect rental information from them. Discussion followed. Aimee motioned approval not to raise Chris Kuchta's rental rate for 2013. Karen seconded the motion, and the motion carried.

### **LA Gamers Update**

Andy reported he drafted a Use Agreement for the organization to use the Arni Cohen Softball Field based on input from the organization and the department staff. The contract will be available for the next meeting agenda.

## **New Business**

### **Riverside Skating Center Update**

Joe noted we would not be opening the rink this coming weekend. We are hopeful to have it open for the following weekend for Dickens of a Christmas and the Christmas Parade, 11/30/12-12/01/12.

### **BPR 02-12**

Joe presented information for the transfer request to transfer funds from the Part-Time Salaries account to Repair Services and Contract Services, accounts in which monies

will be needed to finish out projects for the year. Pat motioned to approve the transfers as presented. Karen seconded the motion, and the motion carried.

**BPR 03-12**

Joe presented information regarding the City's new purchasing policies. Andy reviewed the City's policies and helped to devise and implement those policies specific to our department through BPR 03-12. Aimee motioned to approve BPR 03-12 as presented. Pat seconded the motion, and the motion carried.

**West Lafayette School Board – Karen reported the following:**

- The U.S. News Science, Technology, Engineering, Math Education Ranking has designated West Lafayette High School # 19 in the nation out of 24,000 schools.
- Last Wednesday the School Board approved a Dean of Students position for the 2<sup>nd</sup> semester. It will be a pilot position for one person to work with the principal at Cumberland & Happy Hollow. Because of new teacher evaluation laws, most schools have to hire additional personnel. Our Dean of Students will be minimally involved with teacher evaluations, but will take over some the principal's tasks in order to allow the principals additional time for evaluations.
- We are very sorry to accept Marshall Overlay's retirement from teaching and coaching at the end of the school year. He excelled not only as a science teacher and football coach, but also as an exceptional role model for students. He will be missed. An internal search is the first step and if no viable internal candidates appear, it will go to an external search.

**Wabash River**

- Andy reported W.R.E.C. received a \$500,000.00 grant for some brown field clean-up work with a \$50,000.00 matching grant from W.R.E.C.
- There is a half-day retreat scheduled for the first week of December at the Lilly Nature Center located at the Celery Bog Nature Area.

**Other****Cash/Change Fund**

Pennie requested approval to establish a Cash/Change Fund for \$500.00 from the Nonreverting Operating Fund for the Riverside Skating Center to revert back no later than April 1, 2013. Aimee motioned to approve the Cash/Change Fund as presented. John seconded the motion, and the motion carried.

**Pay Claims**

Pat motioned for claims to be paid. John seconded the motion, and the motion carried.

**Adjourn**

John motioned to adjourn the meeting. Aimee seconded the motion, and the meeting adjourned at 5:22pm.

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**Presiding Officer**

*File: Cheryl/2012Park Board Minutes/Minutes#11/November2012*

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**Secretary**